

**VILLAGE OF NORTHFIELD
BOARD OF TRUSTEES
Minutes of June 26, 2007**

- I. ROLL CALL:** Chair Jim Wilson, Trustees Samantha Baraw, Libby Hambleton, Thomas McCarney, and Richard Sutor. Also present were Village Manager Nanci Allard and Kathleen Lott (*Northfield News & Transcript*).

Prior to the regular meeting, a site visit was conducted at Tuckaway Lane beginning at 6:30 p.m. There was discussion of Tom Tucker's request that the Village take over the road. Any questions were answered and a recommendation was made by Superintendent of Public Works William Lyon to approve with certification of compliance from the engineer. We will also need deeds and right of ways. The site visit was completed at 6:45 p.m.

Chair Wilson called the regular meeting to order at 7:00 p.m.

- II. PUBLIC PARTICIPATION (Scheduled):** None.

III. ACTION ITEMS

a. Approval of Minutes

- 1. June 12, 2007 (Regular Meeting).** Motion by Trustee Sutor, seconded by Trustee Hambleton, to approve the minutes. **Motion passed 5-0-0.**

b. Approval of Bills

- 1. Warrant #25-07.** Motion by Trustee Sutor, seconded by Trustee McCarney, to approve Warrant #25-07. **Motion passed 5-0-0.**
- 2. Warrant #01-08.** Motion by Trustee Hambleton, seconded by Trustee Sutor, to approve Warrant #01-08. **Motion passed 5-0-0.**

- c. Electric, Water, & Sewer Abatements:** These are the annual abatements. These have been sent to collections and they have been deemed unable to collect. Motion by Trustee Sutor, seconded by Trustee Hambleton, to approve the recommendation to abate the list as indicated for pages 1 and 2 (remove), page 3 (abate), and page 4 (removed) and authorize the Chair to sign. **Motion passed 5-0-0.** Those listed on pages 1, 2, and 4 will be held on record if they are looking for future services, they will need to satisfy the accounts prior to receiving services again.

- d. Reliability Standards Agreement.** Motion by Trustee Sutor, seconded by Trustee McCarney, to approve the agreement and authorize the Manager to sign. This agreement is agreeing to responsibility for complying with reliability standards. VPPSA has proposed to act on our behalf: they will let us know what we need to do and we will do. Trustee Sutor recommended that we agree to this. It was recommended, as well, by the Manager, to agree. **Motion passed 5-0-0.**

- e. Tuckaway Lane.** Motion by Trustee Sutor, seconded by Trustee McCarney, to authorize the Manager to agree to take over Tuckaway Lane once all the requirements for paperwork were satisfied. **Motion passed 5-0-0.**

- f. "Summer on the Common."** Motion by Trustee Sutor, seconded by Trustee Hambleton, to approve the request for the dates specified in the letter. The Paine Mountain Arts Council has contacted the Manager and the Superintendent of Public Works and they are in agreement. **Motion passed 5-0-0.** The appropriate sign permits have been submitted. Without objection, we will grant permission to put approved signs on our property.

- g. Village Union Contract:** Motion by Trustee McCarney, seconded by Trustee Sutor, to approve the contract and authorize Chair Wilson to sign it. **Motion passed 5-0-0.**

- h. Appointment of Facilities Committee.** Chair Wilson and Trustee McCarney will be the Facilities Committee.

IV. REPORTS

a. Village Manager:

1. **Employee Evaluations.** These are required by the new Personnel Policy. This will start with the Department Heads and they then will evaluate their employees.
2. **New Accounting System.** There still are a couple of glitches. The system has not been handling credit balances well. This has not been a problem for specific accounts – all accounts are correct.

b. Committee Reports

1. **Merger Committee.** They met last week and they have received subcommittee reports. There will be no July meeting and the subcommittee work should be done by the August meeting and be able to report out.

c. Miscellaneous

1. **All Requirements Contract update.** There was a discussion on this with the two attorneys and Patty Richards from VPPSA. Trustee Suitor is in strong support of this. There was a workshop to be scheduled in spring; to date, this has not occurred. It is anticipated that this will still occur.
2. **Water Project update:** Trustee McCarney would like to have a special meeting or retreat on this. Trustee McCarney would like to see this meeting include the Trustees, Manager Allard, Superintendent of Public Works William Lyon, Water Department Foreman Patrick Demasi, Accounting Manager Laurie Baroffio, Administrative Assistant Kenneth McCann, the Inter-Local Agreement Committee, and someone from Stantec Consulting Services, Inc. We need to plan: what we're doing, how we're doing it, how are we going to pay for it, and how do we bring it to the voters? He would like this meeting to be the third Tuesday in July (07/17/07).
3. **Efficiency Vermont Project update.** A meeting was held recently. There were reports from some of the larger customers. There also was a report on the "Do It Yourself" project that took place on June 16, 2007. It was lightly attended. There were several more mobile homes that signed up for an audit.
4. **Wellfield Site Visit.** The site visit at the Wellfield took place last night and there was an excellent presentation by the Northfield Conservation Cooperative. The Board thanks all those who took part.

V. PUBLIC PARTICIPATION (Unscheduled)

- a. **Kathleen Lott: Utility Vehicle.** Ms. Lott questioned the status of the proposed purchase. She was told that this is on hold until Utility Assistant Doug Reed can prepare a report.

VI. ADJOURNMENT: Without objection, the Board adjourned at 7:55 p.m.

Respectfully submitted,

Samantha H. Baraw

Samantha H. Baraw, Clerk

These minutes are subject to approval at the next regular meeting.